

Stafford Regional Airport Authority
June 8, 2010
Meeting Minutes

CALL TO ORDER:

The monthly meeting of the Stafford Regional Airport Authority was called to order June 8, 2010, at 8:30 a.m. by Vice Chairman Vern Torney in the Stafford Regional Airport Conference Room, 75 Aviation Way, Fredericksburg, Virginia 22406.

The Invocation: Mr. George conducted the Invocation, which was followed by the Pledge of Allegiance.

Roll Call: Mr. Wallis conducted Roll Call.

Members Present: Mr. Desi Arnaiz; Mr. T. Campbell; Mr. Walt George; Mr. Vernon Torney; Mr. Mike Wood

Members Absent: Mr. John Garvin; Mr. Hank Scharpenberg

Staff Present: Mr. Jeff Wellman and Mr. Jim Bland, Talbert & Bright; Mr. Dave Jones, Campbell & Paris Engineers; Mr. Ed Wallis, Airport Manager; Ms. Suzette Bandy, Executive Assistant

Public Present: Mr. Jim Lawrence, *Stafford County Sun*; Mr. Brian Kough

AOPA/ASN Report: None

Public Presentation: None

Meeting Minutes: May 11, 2010 meeting minutes were reviewed and corrected. Mr. Wood made the motion to accept meeting minutes. Mr. George seconded. Motion passed 5-0.

ENGINEERS' REPORT:

Campbell and Paris: Mr. Dave Jones reported.

Items Discussed:

RW 33 Obstructions: (To be discussed in Closed Session.)

Delta Airport Consultant: Mr. Wallis reported.

Items Discussed:

Apron Expansion Phase II:

1. Finley Asphalt & Sealing Inc. subcontractors were onsite yesterday and today to hydro-seed the hillside.
2. As a third option for the grass growth on the hillside, the Authority has considered asking Prince William County for compost from their land fill.

Talbert & Bright: Mr. Wellman & Mr. Jim Bland reported.

Items Discussed:

Mr. Wellman reported.

Terminal Building Design Site:

1. Completed.

Master Plan Update:

1. Mr. Wellman is addressing DOAV and FAA comments on working paper no. 1
2. Mr. Wellman asked that the technical committee meeting be held after the July 13, 2010, Board Meeting in the Airport conference room.
3. The estimated completion of the Master Plan Update project is around November or December 2010.

Mr. Bland reported.

ACIP:

1. Projects were submitted through Airport IQ on May 28, 2010.
2. Five projects were submitted for consideration by the Aviation Board at the August meeting.
3. VDOA needs the Authority to select an engineering firm for two projects: Commercial Box Hangar and Maintenance Storage Building. No FAA funds are involved
4. The Authority need to have bids from a design/build firm in hand for the Maintenance Storage Building by July 17, 2010. (To be discussed in Closed Session.)

CHAIRMAN'S REPORT: Mr. Torney reported.

Items Discussed:

1. Mr. Cherry, from Randolph Cherry Vaughn and Boyd, and Mr. George Paris, Campbell and Paris Engineers, had a meeting on the RWY obstructions. (To be discussed in Closed Session.)
2. U.S. Coast Guard and DHS are looking for space at the Airport. (To be discussed in Closed Session)

TREASURER'S REPORT: Mr. George reported.

Items Discussed:

1. May Profit & Loss Statements.
2. May Balance Sheet
3. Budget
4. Attaining a Union Bank & Trust Loan
- 5.

Mr. Wood made the motion to approve the Treasurer's Report. Mr. Arnaiz seconded. Motion passed 5-0.

AIRPORT MANAGER'S REPORT: Mr. Wallis reported.

Items Discussed:

SRA:

1. Pavement Crack & Seal project was approved for funding by VDOA
2. Pavement re-striping approved for funding by VDOA
3. Payne's Parking has been scheduled to work on both projects.
4. Young Eagle program
5. May 27, 2010, lighting strike damage to AWOS and Telephone T-1 modem
6. Notice to Airman
7. Important Dates to Remember

FBO:

1. DESC Quality Audit

2. Fire extinguisher
3. Estimates for fuel trucks
4. Jet truck Pillar hinge
5. Avgas Truck Maintenance
6. Hertz (To be discussed in Closed Session.)
7. Monthly Aircraft Count totals
8. Total Gallons of Fuel Sold Report
9. Fuel Flowage report

OPERATIONS:

1. Based Aircrafts
2. Available Hangars
3. Noise Complaints
4. Equipment Status
5. Vehicle Fuel Use
6. RMN Desired Equipment List

OLD BUSINESS:

Items Discussed:

1. FPED VIII
2. RW 33 Obstructions (To be discussed in Closed Session.)
3. ACIP (To be discussed in Closed Session.)
4. Mogas Findings
5. Cliff Farm Qtr

NEW BUSINESS:

Items Discussed:

1. Mr. Wood was honored for his 20 years of service with the City of Fredericksburg and for being on the Stafford Regional Airport Board since the start of the Airport.
2. Today, June 8, 2010, is Mr. Wood's the last official day as a Board member with the Stafford Regional Airport Authority.

CLOSE SESSION:

At 9:50 a.m. Mr. Wood made the motion to move into Closed Session and read the resolution to go into Closed Session under Code of Virginia 2.2-3711A.6., 2.2-3711A.7., and 2.2-3711A.13. Mr. George seconded. Motion passed 5-0.

MOVING BACK INTO OPEN SESSION:

At 10:54 a.m. the Authority moved back into open session. Upon the motion of Mr. Wood that no issues were discussed under the provisions involving close session. Mr. Arnaiz second. The Certification Resolution passed 5-0.

Whereas, this Board convened in a closed meeting on this date pursuant to an affirmative recorded vote in accordance with the Virginia Freedom of Information Act; and

Whereas, Section 2.2-3712 of the Code of Virginia requires a certification by the Board that such closed meeting was conducted in conformity with Virginia law; and

Whereas, no member has made a statement that there was a departure from the lawful purpose of such closed meeting or the matters identified in the motion were discussed. **Now, therefore be it resolved** that the Board hereby certifies that, to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements

under the Virginia Freedom of Information Act were heard, discussed or considered in the closed meeting to which this certification applies; and (2) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting to which this certification applies.

MOTIONS PASSED:

Mr. George made the motion that the Authority, subject to their prior approval of a resolution authorizing condemnation on property which affects the approach of RW33, extend an offer to the landowner for their consideration with the respond-back date to the Authority of June 30, 2010. Mr. Wood seconded. Motion passed 5-0.

Mr. George made the motion that the Authority hire Talbert & Bright, Inc. to be the engineering firm in charge of designing the maintenance facility and the 5,000 ft Commercial Box Hangar. Mr. Arnaiz seconded. Motion passed 5-0.

ADJOURNMENT: Mr. Wood made the motion to adjourn. Mr. Arnaiz seconded. Meeting adjourned at 10:59 a.m.

NEXT MEETING:

Stafford Regional Airport Authority's next regular meeting will be held Tuesday, July 13, 2010, at 8:30 a.m. in the Conference Room at the Stafford Regional Airport.